



## CALIFORNIA HIGHWAY PATROL, DEPARTMENT OF CAREER EXECUTIVE ASSIGNMENT EXAMINATION ANNOUNCEMENT

California State Government supports equal opportunity to all regardless of race, color, creed, national origin, ancestry, sex, marital status, disability, religious or political affiliation, age, sexual orientation, medical condition or pregnancy. It is an objective of the State of California to achieve a drug-free work place. Any applicant for state employment will be expected to behave in accordance with this objective because the use of illegal drugs is inconsistent with the law of the State, the rules governing Civil Service, and the special trust placed in public servants.

<b>DEPARTMENT:</b>	CALIFORNIA HIGHWAY PATROL, DEPARTMENT OF	<b>RELEASE DATE:</b>	Monday, April 26, 2010
<b>POSITION TITLE:</b>	Assistant Commissioner, California Highway Patrol, CEA	<b>FINAL FILING DATE:</b>	Monday, May 10, 2010
<b>CEA LEVEL:</b>	ASSISTANT COMMISSIONER, CALIFORNIA HIGHWAY PATROL, C.E.A. (8377)	<b>EXTENDED FINAL FILING DATE:</b>	
<b>SALARY RANGE:</b>	\$14,943.00 - \$16,474.00 / Month	<b>BULLETIN ID:</b>	04202010_1

### POSITION DESCRIPTION

Under administrative direction, plans, organizes, and directs either the service and staff programs or field enforcement programs of the Department of California Highway Patrol; advises the Commissioner on issues of policy and administration; serves as alternate to the Commissioner as assigned; and performs other related work.

### MINIMUM QUALIFICATIONS

A current permanent civil service appointment in the class of Chief, California Highway Patrol.

### KNOWLEDGE AND ABILITIES

Knowledge of: Principles and techniques of administrative organization and management procedures and the problems involved in operating a statewide law enforcement agency; mission, organization, orders, rules, and regulations of the Department of California Highway Patrol; principles of personnel management and supervision; police and traffic organization and procedures; Vehicle and Penal Codes; laws of arrest, rules of evidence, legal rights of citizens, and court procedures; Federal regulations affecting police communications; current office methods and procedures.

Ability to: Plan, direct, and coordinate the activities of a large law enforcement organization; formulate and interpret policies and administrative regulations; establish and coordinate procedures to achieve uniform and effective application of policies and regulations; establish and maintain cooperative relations with other law enforcement and protective agencies; address audiences effectively; prepare clear and concise reports and correspondence; analyze routine and emergency situations accurately and take effective action; interpret and apply the provisions of the California Vehicle and Penal Codes and other laws when applicable.

**EXAMINATION INFORMATION**

A minimum rating of 70% must be attained to obtain list eligibility. Hiring interviews may be conducted with the most qualified candidates. All candidates will receive written notification of their examination results. Applications will be retained for twelve months.

*The Results of this examination will be used to fill this position and may be used to fill subsequent vacancies for this position or other vacancies for this classification within the department, for a period of up to twelve months. The additional position title(s) are listed below:*

Assistant Commissioner, California Highway Patrol, CEA, (Deputy Commissioner)

Assistant Commissioner, California Highway Patrol, CEA

Job-related evaluation criteria will be used to assess the qualifications of each candidate. If necessary, interviews may be conducted by the Commissioner.

Questions concerning this examination may be directed to Connie Apodaca, Manager, Examination Services, at (916) 843-3820.

**FILING INSTRUCTIONS****Interested applicants must submit:**

- A completed Standard State Application (STD. 678, Rev. 8-09)

**Applications must be submitted by the final filing date to:**

CALIFORNIA HIGHWAY PATROL, DEPARTMENT OF, Human Resources Section  
P. O. Box 942898, Sacramento, CA 94298-0001

Connie Apodaca, Manager, Examination Services | (916) 843-3820 | [capodaca@chp.ca.gov](mailto:capodaca@chp.ca.gov)

**ADDITIONAL INFORMATION**

Applications must be received by 5:00 p.m. on May 10, 2010, the final filing date. Any applications received after 5:00 p.m. on this date, including those postmarked on this date, will not be accepted. In addition, faxed and emailed applications will not be accepted.

**SPECIAL TESTING**

If you have a disability and need special testing arrangements, mark the appropriate box in Part 2 of the "Examination Application." You will be contacted to make specific arrangements.

**GENERAL INFORMATION**

If you meet the requirements stated in this bulletin, you may take this examination, which is competitive. Possession of the entrance requirements does not assure a place on the eligible list. Your performance in the examination described on this bulletin will be compared with the performance of others who take this test, and all candidates who pass will be ranked according to their scores.

The CALIFORNIA HIGHWAY PATROL, DEPARTMENT OF reserves the right to revise the examination plan to better meet the needs of the service if the circumstances under which this

examination was planned change. Such revision will be in accordance with civil service law and rules and all competitors will be notified.

**General Qualifications:** Candidates must possess essential personal qualifications including integrity, initiative, dependability, good judgment, and ability to work cooperatively with others.

**Class specs:** <http://www.dpa.ca.gov/textdocs/specs/s8/s8377.txt>